



Supervisory capacity is defined as:

Primary duties would include, but are not limited to:

- the management of a recognized organizational subdivision, who regularly directs the work of others and participates in their selection and training
- regularly exercises discretionary powers in performing duties
- assigns work
- determines work methods
- controls work flow
- maintains work quality and production
- coordinates between employees and other units
- assumes housekeeping responsibilities such as supply, equipment and space requisition, personnel transactions, and budget preparation
- performs little of the same work as that performed by the employee supervised